

# BIZLIBRARY IMPLEMENTATION

## What to Expect

Learning and development and HR teams that focus on strategic challenges such as competitive advantages, revenue growth, speed to market, and employee retention, are thriving. They are finding themselves participating in strategic discussions as a partner to executive management, and impacting the bottom line.

The time period between finalizing the contract and program roll out is referred to as the “onboarding period” or implementation. Successful organizations complete the overall process in less than 30 days.

BizLibrary takes a two pronged approach to the implementation process-technical implementation and strategic implementation.

Technical implementation comes first—we want to educate program managers and administrators on system functionality and set up. You can expect to be provided with preparation materials, how-to-videos and a one-on-one consultation with a Technical Implementation Manager.

Each stage of the strategic implementation process provides the foundation for the next. However, these steps are equally relevant beyond the onboarding period. They will be applied on a continuous basis throughout the life of your program to maintain optimal results.

Applying the techniques learned during the implementation process provides several benefits that increase the likelihood of success, by helping you align to business objectives, address potential obstacles, and gain the most from your investment.

The business drivers that are critical to your organization today may change tomorrow. In turn, your workforce’s skill requirements can change rapidly, so your learning alignment must be agile. Continuous business alignment leads to successful program adoption and overall program effectiveness.



### KEY STEPS TO GETTING STARTED

- Strategic understanding of learning content And technology
- Identify key stakeholders
- Establish program goals
- Determine measurement and metrics for program
- Determine rollout and ongoing initiatives And evaluation.



#### 1. Technical Implementation

Efficient one-day sessions on administrative training with online resources and guided tutorials from our technical support team.



#### 2. Strategic Implementation

Engaging discussions on business goals, stakeholders, goals, and expectations for partnership with our dedicated Client Success Consultant.



#### 3. Launch Preparation

Education on content library, communication, and marketing strategy and roll out to employees.